



City of Duluth
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Duluth Joint Powers Enterprise Trust
Board of Trustees Minutes Meeting
Wednesday, January 22, 2020

Board Members Present: Jill Keppers, Noah Schuchman, Chelly Townsend, Tom Werner
Others Present: Josh Bailey, Erik Roadfeldt, Wendy Wohlwend, Keely Downs, Joelle Bodin, Angel Hohenstein, Earl Stewart, Steve Hanke, Meghann Jones, Dan Boese, Robin Roeser, Theresa Severance, Diane Schlossin

Chair Noah Schuchman called the meeting to order at 11:00 a.m.

Approval of Minutes: There was a revision to the minutes from Angel Hohenstein – Wellness payouts to employees 199 for \$46,900. The October 9, 2019 minutes were approved. Motion by Jill Keppers, second by Chelly Townsend. Approved.

Treasurer's Report:

Josh Bailey reviewed the financial statements through December 31, 2020. The Income Statement for Healthcare showed a reserve balance of \$5,301,249.06. Dental showed a reserve of \$235,987.30 Adjustments for Incurred but Not Reported (IBNR) 2019 claims are not reflected in numbers above.

2020 Budget – Health Fund:

Review of JPE Health Fund. Motion to approve budget for 2020 by Tom Werner, seconded by Jill Keppers. Approved.

New Business:

1. Open Enrollment
 - a. Total number of changes – 115
 - b. medical - 23 submissions
 - c. dental – 59 submissions 28 changed high/low options, 24 dependent changes, 7 combination high/low and dependent change
 - d. Waive medical coverage – 49 employees
2. Flex Spending Update
 - a. Healthcare flex spending – 282 employees signed up
 - b. Dependent care flex spending – 60 employees signed up
 - c. Transportation flex spending – new for 2020 – 53 employees signed up
3. Facilitation Update

Administration & Unions have held two meetings with Bureau of Mediation Services (BMS). A recent meeting was cancelled but will be rescheduled for the end of January. Discussions have gone well. Our current contract with HealthPartners ends in 2020. The City of Duluth will need to RFP in Spring 2020 to have the implementation of Plan ready to administer in January 2021.

4. Eligibility Audit

- Reviewed three companies - chose HMS
- cost is estimated at \$26,403.00 not to exceed \$30,000.00
- Audit to include active and retiree groups
- Communications to employees –some from HR/Administration – additional communications to come from company on what documents they need to verify eligibility etc.
- Secure website to send documents – online tools
- Human Resources will take questions but not conducting the audit
- Timeframe – eight weeks
- Motion to use JPE funds to conduct proposed Eligibility Audit not to exceed \$30,000.00 by Tom Werner, seconded by Chelly Townsend. Approved.

Wellness:

1. Health Fair – 434 attended, 74 retirees – Suggestions are welcome on ways to make changes for next year's healthfair. Flu Shots – 340 given at Health Fair, 68 given at other site locations. There were suggestions to have the health fair earlier in the fall due to the timing of the flu shot.
2. Wellbeing Incentive Program – 340 enrolled
3. Blue Zones-ish Nutrition Challenge – Plant based eating – 78 participants
4. Upcoming Lunch & Learn – noon at various locations
 - Plant based eating and the impact on your health – Feb 5 at City Hall – Room 330
 - Heart Healthy Lunch & Learn – February 18th - location to be determined
 - Wells Fargo – Financial series – scheduled for March – more information to come
5. Northland Community Wellness Day – Saturday, March 28 10 am -2 pm Heritage Sports Center
Many departments from the City of Duluth and other local vendors promoting healthy families & communities through education and awareness on a variety of topics.
6. Mental Health First Aid Training – Angel facilitate – January 24, February 28 and May 1 – various locations
Angel is also available to train work groups.
7. Outdoor Skate Night for employees and families – January 22, 2020 5-7 pm at Bayfront Park
8. Additional activities planned with Parks & Recreation department – softball etc. more information to come

Hays Companies was not present at this meeting due to her attendance at Healthcare Admin/Union meetings. Patty will be invited to attend the next JPE meeting in March. She will speak on RFP Bid that will take place in April.

Motion to adjourn by Jill Keppers, seconded by Chelly Townsend. Approved. Meeting adjourned at 11:40 a.m.

Next meeting: March 25, 2020 at 11:00 am – Duluth International Airport

Minutes respectfully submitted by,
Diane Schlossin - Human Resources Assistant
City of Duluth